

August 11, 2015



Tullahoma Municipal Airport Authority

807 William Northern Boulevard
P.O. Box 1581
Tullahoma, TN 37388

**Meeting Attendance
August 11, 2015**

Members Present

<input checked="" type="checkbox"/>	Sam Crimm, Chairman
<input checked="" type="checkbox"/>	Dr. Don Daniel
<input type="checkbox"/>	Dr. Jim George
<input checked="" type="checkbox"/>	Jim Apple
<input type="checkbox"/>	Karla Smith
<input checked="" type="checkbox"/>	Sharon Tinkler
<input checked="" type="checkbox"/>	Steve Worsham

Other Persons Present

<input checked="" type="checkbox"/>	Jon Glass, Airport Manager
<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Wayne Thomas, Tullahoma News

Regular Meeting Minutes

Visitors: Tony Mancini (PDC), Dick Tonan (RC Club), Jason Waller (Public Comments) and Russ Groff (C-120/140 event).

Note: Where motions are noted as being approved, they were unanimously approved by all Board members present unless otherwise noted.

- 1. Meeting called to order at 5:00 pm.**
- 2. Minutes for the July 14, 2015 meeting were approved** as written.
- 3. Public comments** – Dick Tonan requested and received permission to hold the remote control event on September 11 to 13. They will shift the landing area about 300 feet to the west on the closed to taxiway. He will provide insurance certificates to the Airport, Museum and City. Jason Waller thanked the Airport staff for their response to a recent Skydiver injury. Board members discussed the EMS response to the incident. Russ Groff

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reported that planning was progressing for the 120/140 event scheduled for September 23 to 27. He will cut a trench drain in front of his personal hangar and present the plans when completed to the Airport Authority.

4. **Treasurer's report** – Sharon Tinkler reviewed the financial reports. She reported that the balance in the donor account is \$6,349.82. **A motion was made and approved** to accept the Treasurer's report.

5. **Jon Glass presented the Airport Manager report:**

CURRENT PROJECTS

Terminal Building – The Phillip's Heartstart AED and 2 new benches should arrive any day now.

Parish/City/ Agreement – The \$306,451.75 95/5 funded 9/27 rehabilitation project request has been submitted to the Aeronautics Division and was not approved. The first phase of the multi phase rehabilitation project request at \$100,000 with 95/5 funding has been submitted to the Aeronautics Division and was not approved. A one phase \$98,000 project request for drainage repairs was submitted to the Aeronautics Division on 1/31/14. This project request was approved on 2/24/14. A \$150,000 request has been submitted to the City to extend the runway to 3,100 feet without TAD funding. The executed grant for the \$98,000 drainage project was received on 6/4/14. Jody Baltz and Mr. Parish had a productive meeting on the extension of the runway.

Tree Clearing Project – The tree clearing grant has a remaining balance of \$5,000.00. TAD will complete the 2015 Airport inspection in the next 6 weeks.

General Assembly HB1147/SB982 – It is pretty clear that the amendment to this bill will pass. A Task Force in the General Assembly is being set up to determine the effects it will have on GA Airports in the State. I recommend that we do not touch our NPE (\$150,000 per year) over the next several years and save it for an emergency. Starting in the next 90 days and over the next 4 years I see drastic cuts in State funding from TAD if other sources of revenue are not found. Elimination of funding for terminals, equipment, hangars, fueling systems and landside improvements will probably start very soon. I believe the 95/5 funding will become 90/10 in the future also. Within a few years I believe funding will only exist from TAD for primary runway and taxiway pavement repair. If the State maintenance contract program is also eliminated this will increase our annual operating cost by about \$9,500 per year. The Task Force is being formed and should start looking at Airport funding issues later this month.

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PDC will be here on 8/11/15 at 2:00 for a pre-bid meeting on 6/24 painting and striping. They will attend out 5:00 pm meeting for an update on our projects.

Project #1 – Work is complete on this project. We have \$200,000 left remaining in the ramp concrete repair project that would require a local share. An amendment request has been submitted to Blackcat. The additional concrete repair work could be completed on south end of ramp using the current Curl Construction unit prices.

Project #2 – This project consists of taxiway B repair by crack and seat with an asphalt overlay and grade and site work for the maintenance hangar. The Work Authorization has been signed and PDC is working on the design for the project. We have an issue with the FAA BUEC facility that is in the taxiway OFA. Several different options to proceed will be discussed at the Board meeting. PDC will work on design work for the maintenance hangar, 9/27 drainage and 6/24 painting and striping while taxiway B progress is delayed.

Project #3 – This project consists of taxiway lighting for taxiway B and K. It will also include electrical improvements to taxiway F, Airfield signage and ODAL's for runway 6. We are looking at the possibility of using solar powered taxiway lights. The Work Authorization will be discussed during the Project #2 90% design meeting.

Project #4 – This project consists of the ramp expansion and maintenance hangar construction. The Work Authorization for Project #2 includes the ramp expansion design work. The \$225,000.00 amendment request was entered into Blackcat on 4/10/15 and will be on the agenda for the May 21 TAC meeting. Project approval will require a \$11,250.00 local share. The \$225,000 amendment request was approved and has been sent to the TDOT Commissioner for signature. A meeting is being scheduled for July 16 at 2:00 pm with Richard Rinks to discuss the hangar.

Project #5 – This project will consist of 9/27 turf runway drainage improvements. The work authorization has been approved and PDC is working on the design work for the project. The 50% design meeting will be scheduled for July.

Project Refunds – We had several projects that TAD is closing out and were under budget which means we will get a refund on the local share amount paid.

16-0153 - \$9,503.47

16-0484 - \$99.00

16-0780 - \$4,953.71 – This refund will be returned to XP Services as they paid the local share of the ramp expansion project.

Maintenance Contract Reimbursement – A request has been submitted for a \$6,880.00 reimbursement on the Maintenance contract. The FY 2016 contract is the same dollar amount as FY15 contract. TAD accepted the invoice for payment to us on 8/7/14.

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Vandy LifeFlight Ramp – Steve Upshaw visited the Airport 4/9/14. He will not support an emergency project request since Vandy could land on our ramp. He would like for us to examine milling out a few inches of concrete on the surface and repair the ramp. The repair work will be included with Project #1.

6/24 Striping and Marking – The \$100,500.00 project was entered into Blackcat on 4/10/15 and will be on the agenda for the May 21 TAC meeting. TAC approved the project and the local share amount of \$5,025.00 has been sent to TDOT along with the grant for the Commissioner's signature. The grant was executed on June 9, 2015. The request for bids ran in the August 2nd edition of the Tullahoma News and bids will be opened on August 24 with a pre-bid meeting on August 11.

North/South Asphalt Taxiway Seal Coat – This project has been submitted to Blackcat for TAD approval and funding at \$22,000 with 95/5 funding.

NW Area Environmental Review – St. John Engineering is working on a scaled down Environmental review of the NW area that is being funded by the City. The area being reviewed is less than 100 acres. It is near completion and the final plat has been submitted to the Planning Commission.

NW Airfield Utility Project – Water, sewer and gas line installation is complete. TUB has completed electrical work for the area. Survey work for the road layout is complete. Road work is scheduled to be bid this month.

Employment – Nick Gagnier has been hired for 5 hours per week and Brandon Bean has been hired through a JOBS4TN grant for up to 29 hours per week at no cost to the Airport.

FUEL SALES

Fuel sales for the month of July 2015 were 20,172.06 gallons. This is a 2,129.48 gallon decrease in the 22,301.54 gallons sold in July of 2014. We are replacing the 1998 2,200 gallon jet truck with a 3,000 gallon 2004 model with Eastern Aviation. Rental fee will increase from \$600 to \$850 per month. Our 10 cent per gallon jet fuel fee brought in over \$1,300 last month. This truck runs on diesel fuel also which makes it easier to fuel. The 2 AVGAS rental trucks will arrive on September 23 and be here for 30 days. All outstanding fuel invoices have been reimbursed to the City except for the AVGAS and Jet fuel still in the tank.

Fuel Sales 1/1/14 to 7/31/14 = 100,231.63

Fuel Sales 1/1/15 to 7/31/15 = 111,574.81

July 2015	AVGAS	AVGAS SS	Total
Gallons	4,435.6	2,033.36	6,468.96

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Flow Fee	\$443.56	\$203.33	\$646.89
Pump Fee	\$2,217.80	\$508.34	\$2,726.14

July 2015	Jet Full Price	Jet Discount	Total
Gallons	3,257	10,446.1	13,703.1
Flow Fee	\$325.70	\$1,044.61	\$1,370.31
Truck Fee	\$325.70	\$1,044.61	\$1,370.31
Pump Fee	\$3,257.00	\$8,501.59	\$11,758.59

Total AVGAS & Jet Gallons = 20,172.06

Total Flow Fee = \$2,017.20

Total Jet Truck Fee = \$1,370.31

Total Pump Fee = \$14,484.73

Total Part-Time Employment Cost = \$4,204.50

Jet Truck Fee Minus Rental = +\$770.31**Pump Fee Minus Employment Cost = +\$10,280.23****FUEL PRICES**

7/9/15	Tullahoma	Shelbyville	Winchester	McMinnville	Maury County	Murfreesboro
AVGAS SS	\$4.18		\$4.10		\$3.98	\$4.90
AVGAS FS	\$4.43	\$4.14	\$4.10	\$4.37	\$4.09	\$5.10
Jet	\$3.70	\$3.69	\$3.70	\$3.80	\$3.92	\$3.75

Average AVGAS price - \$4.85 Average Jet price - \$4.27

AVGAS prices should continue to decline the rest of the year.

AIRPORT FUEL SALES

DATE	FUEL SOLD (gallons)
July 2014	22,301.54
July 2013	9,614.65
July 2012	11,882.3
July 2011	12,797.0
July 2010	7,142.4
July 2009	9,004.7

JULY 2015 OPERATIONS

Single Engine Based	212
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Multi Engine Based	76
Jet or Turboprop Based	88
Single Engine Transient	144
Multi Engine Transient	52
Jet or Turboprop Transient	70
Military	18
Total	660

MAINTENANCE/NAVAID PROBLEMS

NDB – No problems or outages for July 2015. The approach is scheduled to be decommissioned by FAA in the next 12 to 24 months.

VOR – FAA has sent out notices regarding the decommissioning of the VOR.

AWOS – No problems or outages for July 2015. TAD will replace and upgrade our AWOS in 2019.

Veeder Root Fuel System – We took a lightning strike in July and the estimated cost to repair is \$3,995.00. The Insurance company has been notified for a claim.

RUNWAY AND TAXIWAY LIGHTS – No problems or outages for July 2015.

REILS AND PAPI – FAA did a flight check on runway 18/36 PAPI's. The 18 PAPI's were taken out of service due to trees. A NOTAM has been filed. FAA was notified to schedule a flight check on 3/27/13. FAA was notified again on 10/30/13 to schedule a flight check. PAPI's have been turned back on.

HANGAR RENT/INSURANCE

OVERDUE RENT –

EXPIRED INSURANCE CERTIFICATE –

OTHER –

AIRPORT MARKETING/PRESENTATIONS –

SUGGESTION BOX – No suggestions as of 8/6/14.

6. Old Business:

- A. AOPA Regional Fly-In** – Jon Glass reported that David Tulis the AOPA photographer was here visiting this week. The Aircraft parking plan and NOTAM are being prepared. The Minneapolis Fly-In will be held next week. Sam Crimm is working with Jody Baltz on the Insurance policy for the event.

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B. PDC Project Update – Tony Mancini provided the Board with an update of current Airport projects. He reported that 5 Contractors showed up earlier in the day for the 6/24 Painting and Striping project. Bids will be opened on August 24 with work to be completed prior to October 9, 2015. A 35% design meeting will be held August 18 at 2:00 pm. The taxiway B project will be advertised August 16 with the pre-bid meeting on August 25 at 2:00 pm. He reviewed the design plans on the turf runway drainage project and reported that the bid date would be held in mid September. Additional concrete repair work will be completed by change order to the existing concrete repair work being completed by Curl Construction. He reported on several methods to repair the helipad damaged by de-icing fluid. The repair methods have been sent to Steve Upshaw for review. A meeting will be scheduled with Steve Upshaw to discuss the solar powered taxiway lights for taxiway K and B.

7. New Business:

A. Kiwanis July 4th Airshow/Fireworks – Jon Glass reported that the Kiwanis Club will hold the firework only event at the High School football field on September 6, 2015.

B. Hudgins C-414 Lease Credit – **A motion was made and approved** to waive \$630.00 in lease payments from the community hangar for the Jim Hudgins/LPS C-414. Jon Glass reported that the aircraft was not present in the hangar for 3 months recently.

8. Alderperson Lindeman was not present for the meeting.

9. Meeting was adjourned at 6:05 pm.

Submitted on 8/13/2015

<Original Signed>

Jon Glass
TAA, Airport Manager

Minutes approved during the _____ meeting